

February 1, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:45 AM

Briefing with Office of Environmental Information (OEI) -- Alm Conference Room

Sct: Denise Anderson, (b) (6)

11:30 AM - 12:15 PM

Meeting Re: The Apalachicola NEPA letter (Region 4) -- UPDATED Call IN # WJC-N 3415 (Call In #

(b) (6) / Code (b) (6)

Ct: Ethel Bailey, (b) (6)

Sct: Denise Anderson, (b) (6)

Staff:

Anne Heard, Mita Ghosh, Ken LaPierre, and Alan Farmer (Region 4)

Mike Flynn and Sandra Connors

Rob Tomiak, Kelly Knight, Dave Cozad, and Larry Starfield

Tom Marshall

1:00 PM - 1:30 PM

General Discussion with Todd Parfitt -- Teleconference

Sct: Tamika (b) (6)

Todd Parfitt

(b) (6)

(w) (b) (6)

Todd's scheduler is (b) (6)

February 1, 2017 Continued

Wednesday

1:30 PM - 2:00 PM

Executive Hold - lunch

3:30 PM - 4:30 PM

Information Law Briefing - (teleconference (b) (6) passcode: (b) (6) -- Alm Conference Room
Sct: Denise Anderson, (b) (6)

February 2, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)
Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:45 AM

Briefing for Office of International and Tribal Affairs (OITA) -- Alm Conference Room
Sct: Denise Anderson, (b) (6)

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

11:00 AM - 11:30 AM

Hiring -- 3330Q

12:30 PM - 1:00 PM

General re SES -- Mike's office

1:00 PM - 1:30 PM

Pre-brief for 2/2/17 EELC Meeting -- WJC-N 3412

Internal Meeting/Briefing Request Form for Acting Deputy Administrator Mike Flynn

Today's Date: January 30, 2017

Requesting Office: OCFO/OEE (Andy Battin, Director OEE)

Title of the Meeting: Pre-brief for 2/2/17 EELC Meeting

Purpose: To pre-brief the Acting Deputy Administrator for the EELC meeting on 2/2/17

Role of the Deputy Administrator: EPA Co-Chair of EELC

February 2, 2017 Continued

Thursday

Background: The final draft February Agenda will be brought to the pre-briefing. Also includes draft April meeting/expo agenda.

Last possible date for the meeting: 2/2 at 1:00 pm

Is the meeting urgent and if so, why?: Yes, to familiarize the Acting DA with the February meeting agenda.

Requested Time Length: 30 minutes

EPA Staff (Required): Andy Battin

EPA Staff (Optional): Phil Metzger, Lisa Comer. Beri Hull (will not attend, just cc)

External Participants: no

Teleconference Required?: no

Video Conference Required?: no

Point of Contact for the Meeting: Sheila Benson (b) (6)

1:30 PM - 2:00 PM

Atlantic Pipeline final EIS/comment letter -- WJC-N 3415 (Call In # (b) (6) / Code (b) (6)
Ct: Ethel Bailey

SCt: Denise Anderson

Staff:

Region 3: Cecil Rodrigues, Mary Coe, Stefania Shamet, John Pomponio, and Jeffrey Lapp.

OECA: Larry Starfield, Rob Tomiak (and folks he wants), Dave Cozad

OA: Catherine, Mike Flynn, Sandra Connors

February 2, 2017 Continued

Thursday

2:00 PM - 4:00 PM

EELC Teleconference -- DCRoomARN3530CFTB/DC-Ariel-Rios-AO

Call-in: (b) (6) (b) (6)

Passcode: (b) (6)

SCt: Denise Anderson, (b) (6)

Ct: Kristen Durance, (b) (6)

Ryan Rodgers – VTC assistance

3:15 PM - 3:45 PM

Meeting Re: Hiring -- WJC-N 3415

SCt: Denise Anderson, (b) (6)

4:00 PM - 5:00 PM

OHS General -- John's Office

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

4:00 PM - 4:30 PM

Biweekly ORD Managers Call -- Audio/video locations below
Place

Room Location

Ada

Conference room 122, ADA VCR

Athens

Main Conference Room 117

Chapel Hill

Room 131

Cincinnati

A-G30

Corvallis

Main Building Conference Room - Room 104 - Tandberg

Newport

Ted DeWitt's Office - Newport Room A102 - Ted DeWitt Tandberg

DC

RRB 41213

Duluth

Kestrel Room Dul_Kestrel

Gulf Breeze

GB-Room-65-24-Admin/Gulf Breeze

Las Vegas

Brian Schumacher's

Narragansett

NAR-ConfRoom-C-229-AED/NAR-AED-NHEERL

PY-S

Teleconference

RRB-Mezzanine (NCER)

M306

RTP

A134, A234

DIAL IN

(b) (6)
code: (b) (6)

February 2, 2017 Continued

Thursday

February 3, 2017

Friday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:45 AM

Briefing with Office of Research and Development (ORD) -- Alm Conference Room

SCt: Denise Anderson, (b) (6)

11:30 AM - 12:00 PM

J

12:30 PM - 1:00 PM

Executive Hold - Lunch

2:30 PM - 2:45 PM

General Discussion with Kevin Minoli -- WJC-N 3412

4:45 PM - 5:15 PM

Flint -- 3415 : (b) (6) (b) (6)

February 6, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 11:00 AM

Pruitt Day 1 -- 3412 WJC-N

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:30 PM

Congressman Ken Calvert Visit -- Alm Conference Room

4:30 PM - 5:00 PM

General Discussion -- WJC-N 3412

February 6, 2017 Continued

Monday

5:00 PM - 5:30 PM

General Discussion -- WJC-N 3412

February 7, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 11:00 AM

AO/OP Briefing -- WJC-N 3412

SCt: Denise Anderson, (b) (6)

Staff:

Patrick Davis

David Schnare

George Sugiyama

Don Benton

Mike Flynn

Shannon Kenny

John Reeder

11:30 AM - 12:00 PM

Information Law Briefing - (teleconference (b) (6) passcode: (b) (6) -- Alm Conference Room

SCt: Denise Anderson, (b) (6)

12:00 PM - 1:00 PM

HQ 1st Assistants Business Meeting -- DCRoomARN3330/DC-AR-OARM

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 1:45 PM

Jim Justice consent decree issues: Jim Justice -- WJC-N 3415 (Call In # (b) (6) / Code (b) (6)

Ct: Ethel Bailey

SCt: Denise Anderson

Staff:

February 7, 2017 Continued

Tuesday

Region 3: Cecil Rodrigues, Mary Coe, Stefania Shamet, Todd Lutte

OECA: Susan Shinkman, Mark Pollins, David Cozad, Larry Starfield

OA: Catherine McCabe, Mike Flynn, Sandra Connors

2:30 PM - 3:00 PM

Executive Hold

3:30 PM - 4:00 PM

General Discussion -- WJC-N 3415

4:00 PM - 4:30 PM

CGP Update -- WJC-N 3415

Sct: Tamika (b) (6)

Participants: Kevin Minoli, Steve Neugeboren, CarolAnn Siciliano, Shannon Kenny, Sarah Rees, Mike Shapiro, Sandra Connors, Larry Starfield

4:00 PM - 4:30 PM

Executive Hold

4:30 PM - 5:30 PM

(b) (6)

February 8, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:45 AM

Upcoming SAB Meetings -- WJC-N 3412

Sct: Tamika (b) (6)

Susan will provide briefing materials.

11:00 AM - 11:30 AM

Records Management -- WJC-N 3415

Ct: Sandra Connors

February 8, 2017 Continued

Wednesday

11:30 AM - 12:00 PM

Review of petitions before the Agency -- 3402 WJC-N

12:00 PM - 1:00 PM

RG 1st Assistants (Updated Agenda) -- Conference Call: (b) (6) Code: (b) (6)
Regional 1st Assistants Conference Call

Please see the attached agenda.

Conference Line: (b) (6)

Conference Code: (b) (6)

HQ: Meet in 3426-C WJC-N

Add final agenda - 02.07.17 4:30 pm. MS

Add agenda and OARM participants - 02.07.17 10:30 am. MS

12:30 PM - 1:00 PM

Executive time: Do Not schedule

2:30 PM - 3:00 PM

Pruitt Day 1 -- 3412 WJC-N

3:00 PM - 4:30 PM

(b) (6)

3:00 PM - 4:00 PM

Acquisition Enterprise Risk Champions Meeting -- 3330 WJC North (b) (6) conf code
(b) (6)
1st Meeting of calendar year 2017 --- agenda to be developed

4:00 PM - 4:30 PM

Meeting Re: Apalachicola Final EIS/comment letter -- WJC-N 3415 (Call In # (b) (6) / Code (b) (6)
Call In (b) (6) / Code (b) (6)

Ct: Ethel Bailey

SCt: Denise Anderson

Staff:

Region 4: Anne Heard, Alan Farmer, Mita Ghosh, Ken Lapierre (and others they need)

OECA: Rob Tomiak (and others he needs), Dave Cozad, Larry Starfield

February 8, 2017 Continued

Wednesday

OA: Catherine, Mike Flynn, Sandra Connors, and others they need.

4:30 PM - 5:00 PM

IG Coordination: -- WJC-W 3122

Sct: Tamika Burton, (b) (6)

IG Coordination: Catherine, Mike, Art Elkins, Chuck Sheehan, 45 minutes

5:00 PM - 5:30 PM

Meeting Re: HR 5 – Regulatory Accountability Act -- WJC-N 3415

Staff:

Don Benton

David Schnare

Justin Schwab

George Sugiyama

Layne Bangerter

Catherine McCabe

Mike Flynn

Kevin Minoli

Carol Ann Siciliano

Robin Richardson

5:30 PM - 5:45 PM

General with Sandra -- WJC-N 3412

February 9, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

February 9, 2017 Continued

Thursday

10:30 AM - 10:45 AM

General discussion with Kevin Minoli -- WJC-N 3412

11:00 AM - 11:45 AM

NEPA Briefing -- Alm Conference Room

Ct: Ethel Bailey

SCt: Denise Anderson

Staff:

Catherine McCabe

Mike Flynn

John Reeder

Sandra Connors

Larry Starfield

Robert Tomiak

David Cozad

Don Benton

David Schnare

Holly Greaves

George Sugiyama

Layne Bangerter

Justin Schwab

Charles Munoz

Patrick Davis

David Kreutzer

Doug Ericksen

John Konkus

February 9, 2017 Continued

Thursday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:00 PM

HR Enterprise Risk/Hiring Excellence Meeting -- 3330 WJC North and (b) (6) conf code
(b) (6)

Meeting Rescheduled to Feb 9th so we can report out from several meetings occurring the week of January 30th.

Meeting to discuss action items associated with HR Enterprise Risk and OMB/OPM Hiring Excellence Initiative

2:30 PM - 3:00 PM

Executive and Administrative Weekly meeting -- WJC-N 3412

3:00 PM - 3:30 PM

OARM-OCFO-OEI - Agenda attached* -- DCRoomARN3530

Sct: Tamika Burton, (b) (6)

Invitees:

David Bloom, Howard Osborne (OCFO)

Steve Fine, Harvey Simon (OEI)

Donna Vizian, John Showman (OARM)

John Reeder, Eileen Naples, Mike Flynn, Derek Threet, Jared Hautamaki (AO)

Nancy Grantham (OPA)

Mike Flynn, (Acting Deputy Administrator)

Kevin Minoli, Rich Albores, Elise Packard (OGC)

Holly Greaves

Agenda: TBD

February 9, 2017 Continued

Thursday

3:30 PM - 4:00 PM

General Discussion with Steve Fine - (b) (6) code: (b) (6) -- WJC-N 3412

4:00 PM - 5:00 PM

OHS General -- John's Office

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

February 10, 2017

Friday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

Discovery Services -- WJC-N 4000

Sct: Tamika Burton, (b) (6)

The participants will be Mike Flynn, Kevin Minoli and Steve Fine

11:00 AM - 11:30 AM

Snapshot -- 4045 WJCN

Sct: Tamika Burton, (b) (6)

Teleconference line: (b) (6) code: (b) (6)

11:30 AM - 12:00 PM

General Discussion -- WJC-N 3412

12:15 PM - 1:00 PM

Pruitt Day 1 / Week 1 -- 3402 WJC-N

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 10, 2017 Continued

Friday

2:00 PM - 3:00 PM

FW: EEEEC Teleconference (every 4 weeks) -- (b) (6) (b) (6) (b) (6)

-----Original Appointment-----

From: Kristen Durance [mailto:(b) (6)]

Sent: Wednesday, January 04, 2017 2:31 PM

To: Kristen Durance; (b) (6) Flynn, Mike; Meiburg, Stan; Chu, Ed; (b) (6) Fine, Steven; Battin, Andrew; (b) (6) (b) (6) Alexandra Dunn; (b) (6) (b) (6) Hull, Beri; Metzger, Philip; Burton, Tamika; Harbour, Shana; Burchard, Robert; Leopard, Matthew; Anderson, Denise; Jones, Doug; Cacho, Julia; Peters, Dana; (b) (6) (b) (6) (b) (6) Bednar, Georgia; Dana Stefan

Subject: EEEEC Teleconference (every 4 weeks)

When: Occurs every 4 week(s) on Friday effective 1/13/2017 until 12/31/2017 from 11:00 AM to 12:00 PM Pacific Standard Time.

Where: (b) (6) (b) (6) (b) (6)

Hi all,

The E-Enterprise Executive Committee (EEEC) will continue to meet every four weeks through 2017. Please let me know if you have any questions about these calls or need to add staff to the invite.

Logistics:

Call-in: (b) (6) (b) (6)

Passcode: (b) (6)

Thanks and Happy New Year!

K

Kristen Durance

Ross Strategic | 1218 3rd Ave, Suite 1207, Seattle WA 98101

Phone: (b) (6)

(b) (6) | <http://www.rossstrategic.com>

3:00 PM - 4:00 PM

FY 2018 – 2022 EPA Strategic Plan Approachn **attachment added* -- WJC-N 3415 (Call In # (b) (6) / Code (b) (6)

Internal Meeting/Briefing Request Form for Acting Deputy Administrator Mike Flynn

Today's Date: January 30, 2017

Requesting Office: OCFO/IO (Howard K. Osborne, Acting DCFO)

Title of the Meeting: FY 2018 – 2022 EPA Strategic Plan Approach

Purpose: Discuss and obtain feedback on the proposed approach for developing the FY 2018–2022 EPA Strategic Plan. The discussion will provide background on the strategic plan requirements and present options for decision regarding the roles of senior leaders and the agency's approach for developing a strategic framework.

Role of the Deputy Administrator: To provide input on OCFO's approach to develop the new Strategic Plan.

Background: To meet the Government Performance and Results Act (GPRA) Modernization Act of 2010 requirement to issue a new FY 2018-2022 Strategic Plan in February 2018, the agency must begin work soon to meet interim milestone deadlines. To begin, it will be critical to understand the incoming Administrator's priorities.

Last possible date for the meeting: 2/7 (3-4 pm); 2/8 (10-11 or 2-3 pm); 2/9 (3-4 pm)

Is the meeting urgent and if so, why?: To meet OMB's schedule, we need to begin work as soon as possible.

Requested Time Length: One Hour

EPA Staff (Required): David Bloom, Howard K. Osborne, Kathy O'Brien, Malena Brookshire, and Vivian Daub

February 10, 2017 Continued

Friday

EPA Staff (Optional): Diane Kelty, Sheila Benson and Rita Wilson (will not attend, just cc)

External Participants: No

Teleconference Required?: No

Video Conference Required?: No

Point of Contact for the Meeting: Sheila Benson (b) (6)

4:00 PM - 4:30 PM

General discussion with Ed Chu -- Phone call
Sct: Tamika Burton (b) (6)

February 11, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 12, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 13, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)
Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

Schedule/Priorities Discussion -- Room 3412 WJC-N

12:30 PM - 1:00 PM

Executive time: Do Not schedule

3:00 PM - 3:30 PM

Effluent Limitation Guidelines and Standards for the Dental Category -- WJC-N 3415

Point of Contact for the Meeting: Ann Campbell, (b) (6)

SCT: Denise Anderson

Purpose: To brief the Acting Administrator on the rule, which was signed on December 15, and discuss the recent NRDC lawsuit to compel EPA to reverse withdrawal of the final rule.

Role of the Acting Administrator: This meeting will provide information to the Acting Administrator.

Background: On December 15, 2016, EPA finalized the effluent limitation guidelines and standards for the dental category to reduce discharges of mercury and other metals from dental offices into municipal wastewater treatment plants. Dental offices, which discharge mercury and other metals present in amalgam used for fillings, are the main source of mercury discharges to wastewater treatment plants. This rule strengthens human health protection by requiring use of a technology and best management practices in dentists' offices across the country recommended by the American Dental Association and that approximately 40 percent of dental offices already employ. While signed, the rule did not publish in the Federal Register prior to January 24 and was withdrawn from the Office of the Federal Register. On February 1, the Natural Resources Defense Council filed suit to compel EPA to reverse withdrawal of the final rule.

Last possible date for the meeting: Tuesday, February 14

Is the meeting urgent and if so, why?: To provide the Acting Administrator with information in order to engage in upcoming discussions on the action.

Requested Time Length: 30 minutes

EPA Staff (Required): Mike Flynn, Sandra Connors (OA, Shannon Kenny (OP); Michael Shapiro, Betsy Southerland (OW); Kevin Minoli, Steve Neugeboren (OGC)

EPA Staff (Optional): Derek Threet (OA); Ann Campbell (OW)

February 13, 2017 Continued

Monday

4:00 PM - 5:00 PM

Canceled: HOLD: First Assistant

5:00 PM - 5:30 PM

General Discussion with Bob Kavlock and Bruce Rodan -- RRB 41209
Sct: Tamika Burton (b) (6)

5:30 PM - 6:00 PM

General Discussion with Bob Kavlock -- RRB 41209

February 14, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)
Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:30 AM - 10:00 AM

Prep for Administrator -- Rm 3412 WJCN

10:00 AM - 11:00 AM

General Discussion: Surabhi Shah -- WJC-N 3412

11:00 AM - 11:30 AM

Schedule/Priorities Discussion -- Room 3412 WJC-N

11:30 AM - 12:00 PM

Executive time

12:00 PM - 1:00 PM

National HQ & RG 1st Assistants VTC (Revised Agenda Attached) -- DCRoomARN3530/OCIR

ROOM CHANGE: HQ please meet Room 3530 WJC-N.

National Headquarters and Regional 1st Assistants Video-Teleconference

Please see the attached agenda below.

Agenda:

For those who do not have a video connection, the Conference Line is
(b) (6) Conference Code (b) (6)

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be changed.

Add agenda - 02.13.17 9:30 am. MS

Revised agenda reflecting change to OP Topic - 02.13.17 4:00 pm. MS

1:00 PM - 1:30 PM

Executive time: Do Not schedule

2:30 PM - 3:00 PM

General Discussion: James Howard -- WJC-N 3412

3:00 PM - 3:30 PM

TSCA Section 21 Petition on Fluoride -- WJC-N 3415

Ct: Susan Burden

SCt: Denise Anderson

Purpose: To discuss EPA's draft response to a citizen petition under TSCA to regulate flouride in drinking water

****Note that under TSCA, EPA has 90 days to respond to the petition, or by February 17, 2017. This is the first section 21 petition received following recent amendments to TSCA.**

February 14, 2017 Continued

Tuesday

Staff:

AO - Catherine McCabe, Mike Flynn, Susan Burden, Patrick Davis, Justin Schwab

OCSPP – Wendy Cleland-Hamnett, Ryan Schmit, Jeff Morris, Brian Symmes

OGC – Kevin Mclean, Brian Grant, David Berol, Kevin Minoli

4:00 PM - 4:30 PM

Conference Spend Requests -- 3412 WJC-N

February 15, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

General Discussion with Robin Richardson -- WJC-N 3412

10:30 AM - 12:00 PM

Hold

12:30 PM - 1:00 PM

Executive time: Do Not schedule

4:00 PM - 5:00 PM

Hold

4:00 PM - 4:30 PM

General discussion with Sandra Connors -- WJC-N 3412

February 16, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 16, 2017 Continued

Thursday

1:30 PM - 2:30 PM

Updated Agenda Meet w/ECOS Officers -- ALM Room

Hi all – Per my email...the ECOS Board members are visiting EPA and the Transition Team from about 1pm-5pm on Thursday, 2/16/17, and they are interested in meeting with you all as you can from 1:30pm – 2:30pm. Alex and I are working on an agenda. It's intended to be informal. If you have any topics or questions please let me know. Thank you! Robin

Updated Agenda:

Background Information attached below:

4:00 PM - 4:30 PM

General Discussion with Sarah Dunham -- WJC-N 5400

5:00 PM - 6:00 PM

National HQ & RG 1st Assistants VTC -- DCRoomARN3330/DC-AR-OARM

National Headquarters and Regional 1st Assistants Video-Teleconference

For those who do not have a video connection, the Conference Line is (b) (6)
Conference Code (b) (6)

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be changed.

February 17, 2017

Friday

All Day

CWD

February 17, 2017 Continued

Friday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

12:00 PM - 1:00 PM

Lunch --Mike / Jon

Mike--- I'll swing by your office. --Jon

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 18, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 19, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 20, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

February 21, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 9:30 AM

Administrator's Speech - Security Discussion -- WJC-N 3415

Agree a quick discussion on this would be helpful before 10 am, but 9:30 conflicts with meet n greet for AAs etc. How about 9 am for a few minutes? I would include Donna or John Showman and PSD rep. (I will check with Catherine to see if she wants to join also).

Mike Flynn

February 21, 2017 Continued

Tuesday

Acting Deputy Administrator

U.S. Environmental Protection Agency

On Feb 20, 2017, at 12:02 AM, Allen, Reginald <(b) (6)> wrote:

John / Mike

(b) (7)(E)

Recommend a quick huddle to develop a consolidated recommendation before 1000 perhaps 9:30 in Mike's office?

Additional invitees for the 9:30 should include OARM facilities rep. or Donna / John Showman, PSD rep or Henry.

If you concur I will send invites to setup.

Reggie

Acting Deputy Chief of Staff

Reginald E. Allen

Director, Administrative and Executive Services

Office of the Administrator

February 21, 2017 Continued

Tuesday

U.S. Environmental Protection Agency

Office (b) (6)

Direct (b) (6)

Cell (b) (6)

9:40 AM - 10:00 AM

Meet and Greet III -- Administrator's Office

****Please DO NOT forward this calendar invitation. You may "Accept" or "Decline" the invitation but DO NOT respond with questions or concerns. If you do have any questions or concerns about this invitation please contact (b) (6)

10:00 AM - 10:25 AM

PSD Briefing -- Administrator's Office

12:00 PM - 1:00 PM

HOLD - All hands

12:30 PM - 1:00 PM

Executive time: Do Not schedule

2:00 PM - 3:00 PM

Senior Staff Meeting -- Alm Conference Room

****Please DO NOT forward this calendar invitation. You may "Accept" or "Decline" the invitation but DO NOT respond with questions or concerns. If you do have any questions or concerns about this invitation please contact (b) (6)

SCT: Denise Anderson, (b) (6)

Conference Call Number (b) (6)

Conference Code (b) (6)

February 21, 2017 Continued

Tuesday

4:45 PM - 5:30 PM

Coordination of Immediate Office Operations -- Administrator's Office

****Please DO NOT forward this calendar invitation. You may "Accept" or "Decline" the invitation but DO NOT respond with questions or concerns. If you do have any questions or concerns about this invitation please contact

(b) (6)

February 22, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:15 AM - 9:45 AM

Operations briefing -- Administrator's Office

12:00 PM - 1:00 PM

National HQ & RG 1st Assistants VTC (Attachment Added) -- DCRoomARN3330/DC-AR-OARM
Regional 1st Assistants Conference Call

Agenda: TBD

Conference Line: (b) (6)

Conference Code: (b) (6)

HQ Room: Meet in 3426-C WJC-N

12:30 PM - 1:00 PM

Executive time: Do Not schedule

2:15 PM - 2:45 PM

CDP ERB Meeting (VTC) -- DCRoomARN3330/DC-AR-OARM

Conference Call Number: (b) (6) code (b) (6)

2:35 PM - 3:20 PM

Program Office Overview (Office of Land and Emergency Management - OLEM) -- WJC-W 3146, OLEM Conference Room

3:30 PM - 4:15 PM

Program Office Overview (Office of Chemical Safety and Pollution Prevention - OCSPP) -- WJC-E 3371C, OCSPP Conference Room

February 23, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:10 AM - 9:50 AM

Program Office Overview (Office of Environmental Information - OEI) -- WJC-N 5014, OEI Conference Room

10:00 AM - 10:50 AM

Program Office Overview (Office of Research and Development - ORD) -- RRB 41213, ORD Conference Room

11:00 AM - 11:30 AM

Program Office Overview (Office of International and Tribal Affairs (OTIA) -- RRB 31204, Executive Conference Room

1:30 PM - 2:00 PM

Executive time: Do Not schedule

2:25 PM - 3:10 PM

Program Office Overview (Office of Administration and Resources Management - OARM) -- WJC-N 3330, OARM Conference Room

3:00 PM - 3:30 PM

Weekly General Discussion -- WJC-N 3412

February 24, 2017

Friday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:15 AM - 11:00 AM

General with Mike Flynn -- 3402 WJC-N

11:30 AM - 12:00 PM

General discussion with Sandra C. -- WJC-N 3412

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:30 PM - 2:00 PM

ICS Training -- WJC-N 3530

Sct: Tamika (b) (6)

Teleconference line (b) (6) code (b) (6)

3:30 PM - 4:00 PM

Daily with Mike Flynn -- 3402 WJC-N

February 24, 2017 Continued

Friday

4:00 PM - 4:30 PM

Hot Issues Check-in -- WJC-N 3402

Sct: Tamika Burton, (b) (6)

Attendees:

David Schnare

Nancy Grantham

Kevin Minoli

Sandra Connors

Robin Richardson

February 25, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 26, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

February 27, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:00 PM

Senior Staff Meeting -- Alm Conference Room

SCT: Denise Anderson, (b) (6)

NOTE: Due to space constraints, please contact Denise Anderson before forwarding or inviting additional meeting attendees.

Conference Line: (b) (6) / Access Code: (b) (6)

February 27, 2017 Continued

Monday

February 28, 2017

Tuesday

8:30 AM - 9:00 AM

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

12:00 PM - 1:00 PM

National HQ & RG 1st Assistants VTC -- DCRoomARN3330/DC-AR-OARM

National Headquarters and Regional 1st Assistants Video-Teleconference

Agenda:

For those who do not have a video connection, the Conference Line is

(b) (6) Conference Code (b) (6)

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be

February 28, 2017 Continued

Tuesday

changed.

12:30 PM - 1:00 PM

Executive time: Do Not schedule

2:00 PM - 3:00 PM

Pebble Mine Briefing for the Transition Team -- DC Room 3223 WJCE; ET Conference Room in Seattle, by
VTC Conf Line: (b) (6) Code: (b) (6)
Revised materials attached

3:30 PM - 4:00 PM

ICS Training -- WJC-N 3415

Sct: Tamika Burton, (b) (6)

Attendees: me, Don Benton, David Schnare, Nigel Simon, Reggie Cheatham,
Rebecca (Becki) Clark, Gilberto Irizarry, Nancy Grantham

March 1, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

11:45 AM - 1:15 PM

Celebrate with pizza recent regulatory accomplishments--192 and Subpart W -- DCRoomWest1426/OPEI
Hello all! Please join us for lunch on Wednesday, March 1.

We would like to have pizza and salad and celebrate the publication of the final 40 CFR Part Subpart W regulation, and the publication of the re-proposed 40 CFR Part 192 regulation. We also want to recognize the WIPP completeness determination in mid-January.

Tom Peake (b) (6)

Ingrid Rosencrantz (b) (6)

Dan Schultheisz (b) (6)

March 1, 2017 Continued

Wednesday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

2:30 PM - 3:00 PM

Discussion: SF infrastructure projects -- WJC-N 3412

Sct: Tamika (b) (6)

3:30 PM - 4:15 PM

High Priority Infrastructure Projects -- 3219A WJCE

March 2, 2017

Thursday

8:00 AM - 9:00 AM

Hold for Infrastructure Paper

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

10:45 AM - 11:30 AM

FW: Program Office Overview (Office of Enforcement and Compliance Assurance - (OECA) -- WJC-S 3216, OECA Conference Room

-----Original Appointment-----

From: Anderson, Denise **On Behalf Of** (b) (6) Scott

Sent: Tuesday, February 21, 2017 2:19 PM

To: (b) (6) Scott; Starfield, Lawrence; Jackson, Ryan

Cc: Cozad, David; Kelley, Rosemarie; OECA Office Directors; Tomiak, Robert; Chu, Ed; Tejada, Matthew; Hindin, David; Shinkman, Susan; Badalamente, Mark; Hautamaki, Jared

Subject: Program Office Overview (Office of Enforcement and Compliance Assurance - (OECA)

When: Thursday, March 02, 2017 10:45 AM-11:30 AM (UTC-05:00) Eastern Time (US & Canada).

Where: WJC-S 3216, OECA Conference Room

11:30 AM - 12:00 PM

Prep meeting if needed: Mike Flynn, John Reeder and Ryan re Infrastructure Principals Meeting -- Administrator's Office

12:00 PM - 12:30 PM

EMC Discussion -- Teleconference/ WJC-N 3412

Sct: Tamika

Conference number: (b) (6) code: (b) (6)

March 2, 2017 Continued

Thursday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

12:30 PM - 1:00 PM

General w/Bob & Mike -- Mike's office - 3412 WJC-N

1:15 PM - 2:00 PM

(b) (6)

4:00 PM - 5:00 PM

OHS General -- John's Office

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

March 3, 2017

Friday

All Day

CWD

6:30 AM - 8:30 AM

SOME

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 9:30 AM

Discussion: Space -- WJC-n 3412

Sct: Tamika Burton, (b) (6)

10:00 AM - 10:30 AM

Discussion: Conference Requests -- WJC-N 3412

Sct: Tamika Burton, (b) (6)

March 3, 2017 Continued

Friday

11:00 AM - 11:30 AM

General discussion with Susan -- WJC-N 3412

11:30 AM - 12:00 PM

General Discussion -- Skype Meeting

→ [Join Skype Meeting](#)

This is an online meeting for Skype for Business, the professional meetings and communications app formerly known as Lync.

[Help](#)

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 1:30 PM

East Chicago Petition -- WJC-N 3412

Sct: Tamika (b) (6)

Teleconference (b) (6) code: (b) (6)

1:30 PM - 2:00 PM

General Discussion with John & Mike -- 3402 WJC-N

3:00 PM - 3:30 PM

Discussion on facilities in Las Vegas with Donna V. -- 3402 WJC-N

3:30 PM - 4:00 PM

Discussion on SES -- WJC-N 3402

Sct: Tamika Burton, (b) (6)

March 4, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 5, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 6, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:30 AM - 10:00 AM

General discussion -- WJC-N 3412

10:30 AM - 11:00 AM

General Discussion -- WJC-N 3412

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:00 PM

Senior Staff Meeting -- Alm Conference Room

SCt: Denise Anderson, (b) (6)

NOTE: Due to space constraints, please contact Denise Anderson before forwarding or inviting additional meeting attendees.

Conference Line: (b) (6) / Access Code: (b) (6)

3:00 PM - 4:00 PM

(Agenda added) Regional Lab Consolidation Planning Next Steps Discussion -- VTC/teleconference

If you plan to participate by VTC, please provide VTC information to (b) (6) NLT 5pm Est Friday March 3rd. Thank you

Teleconference number is (b) (6) code (b) (6)

Region VTC Locations

HQ – Room 330QWJC North

Region 1 – Mt. Belknap Room

Region 3 – RA's Meeting Room (16-217)

Region 4 – RA Boardroom 14T63

Region 6 – RA's Small Conference Rm

(b) (6)

March 6, 2017 Continued

Monday

Region 9 – SF Big Pine 19333

March 7, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

11:00 AM - 11:30 AM

General Discussion -- WJC-N 3415

Sct: Tamika Burton, (b) (6)

Call-in number for Aaron: (b) (6) code: (b) (6) (b) (6)

12:00 PM - 1:00 PM

National HQ & RG 1st Assistants VTC (Agenda Attached) -- DCRoomARN3330/DC-AR-OARM

National Headquarters and Regional 1st Assistants Video-Teleconference

Agenda:

For those who do not have a video connection, the Conference Line is

(b) (6) Conference Code (b) (6)

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

March 7, 2017 Continued

Tuesday

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be changed.

12:30 PM - 1:00 PM

Executive time: Do Not schedule

3:30 PM - 4:00 PM

General discussion: Bob Kavlock -- WJC-N 3412

5:30 PM - 6:00 PM

Briefing on Budget Passback -- 3402 WJC-N

March 8, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

General discussion with Susan -- WJC-N 3412

10:30 AM - 11:30 AM

Scheduling 101 Intro for Sydney Hupp and Millan Hupp -- 3415

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 1:45 PM

General discussion with John Reeder -- WJC-N 3412

Sct: Tamika, (b) (6)

4:30 PM - 6:30 PM

(b) (6)

March 8, 2017 Continued

Wednesday

(b) (6)

8:00 PM - 8:30 PM

March 9, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 10:30 AM

Scheduling meeting -- Administrators Office

11:30 AM - 12:00 PM

General discussion with Eileen -- WJC-N 3412

Sct: Tamika (b) (6)

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:30 PM - 2:00 PM

Weekly General Discussion -- WJC-N 4412A

2:30 PM - 3:00 PM

Executive and Administrative Weekly meeting -- WJC-N 3412

2:30 PM - 3:00 PM

Phone Call with Barry Breen

Barry will call in

3:00 PM - 3:15 PM

General discussion with Bob Kaplan -- Phone call

Sct: Tamika (b) (6)

Bob Kaplan's direct number (b) (6)

March 9, 2017 Continued

Thursday

4:00 PM - 5:00 PM

OHS General -- John's Office

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

5:00 PM - 6:00 PM

General Discussion with Mike & John -- 3402 WJC-N

March 10, 2017

Friday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:30 AM - 10:30 AM

Scheduling Meeting (Small Group) -- 3415

10:00 AM - 10:30 AM

General with David Bloom -- WJC-N 4412

10:30 AM - 11:00 AM

Discussion: East Chicago Petition -- WJC-N 3412

Sct: Tamika (b) (6)

Teleconference (b) (6) code (b) (6)

11:30 AM - 12:00 PM

Meeting Re: Wind River -- WJC-N 3412 (Call In # (b) (6) / Code (b) (6)

12:00 PM - 12:30 PM

Regional Laboratories -- 3402 WJC-N

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 10, 2017 Continued

Friday

2:00 PM - 3:00 PM

FW: EEEEC Teleconference (every 4 weeks) -- (b) (6) (b) (6) (b) (6)

-----Original Appointment-----

From: Kristen Durance [mailto:(b) (6)]

Sent: Wednesday, January 04, 2017 2:31 PM

To: Kristen Durance; (b) (6) Flynn, Mike; Meiburg, Stan; Chu, Ed; (b) (6) Fine, Steven; Battin, Andrew; (b) (6) (b) (6) Alexandra Dunn; (b) (6) (b) (6) Hull, Beri; Metzger, Philip; Burton, Tamika; Harbour, Shana; Burchard, Robert; Leopard, Matthew; Anderson, Denise; Jones, Doug; Cacho, Julia; Peters, Dana; (b) (6) (b) (6) (b) (6) Bednar, Georgia; Dana Stefan

Subject: EEEEC Teleconference (every 4 weeks)

When: Occurs every 4 week(s) on Friday effective 1/13/2017 until 12/31/2017 from 11:00 AM to 12:00 PM Pacific Standard Time.

Where: (b) (6) (b) (6) (b) (6)

Hi all,

The E-Enterprise Executive Committee (EEEC) will continue to meet every four weeks through 2017. Please let me know if you have any questions about these calls or need to add staff to the invite.

Logistics:

Call-in: (b) (6) (b) (6)

Passcode: (b) (6)

Thanks and Happy New Year!

K

Kristen Durance

Ross Strategic | 1218 3rd Ave, Suite 1207, Seattle WA 98101

Phone: (b) (6)

(b) (6) | <http://www.rossstrategic.com>

3:45 PM - 4:00 PM

General discussion with Donna Vizian -- WJC-N 3412

March 10, 2017 Continued

Friday

4:00 PM - 4:30 PM

General Discussion with Elise Packard -- WJC-N 3412

Sct: Tamika Burton, (b) (6)

March 11, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 12, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 13, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

General discussion with Jared -- WJC-N 3412

11:00 AM - 11:30 AM

One on One with Kristien -- WJC-N 3414

11:30 AM - 12:00 PM

Weekly Check-in: Region #6 -- WJC-N 3412

Sct: Tamika (b) (6)

Please call-in

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:00 PM

Senior Staff Meeting -- Alm Conference Room

SCT: Denise Anderson, (b) (6)

NOTE: Due to space constraints, please contact Denise Anderson before forwarding or inviting additional meeting attendees.

Conference Line: (b) (6) / Access Code: (b) (6)

March 13, 2017 Continued

Monday

2:30 PM - 3:00 PM

Weekly Check-in with Acting RA Bob Kaplan -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

March 14, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 9:30 AM

Weekly Check-in with Region 2 RA Catherine McCabe -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

4:00 PM - 4:30 PM

Weekly Check-in with ARA Debra Thomas -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

4:30 PM - 5:00 PM

General with Donna Vizian -- WJC-N 3412

March 15, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 9:30 AM

Weekly General check-in Region 1 - Deb Szaro -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

9:30 AM - 10:00 AM

General with Sandra Connors -- WJC-N 3412

March 15, 2017 Continued

Wednesday

10:00 AM - 11:00 AM

Small Scheduling Group -- 3415

11:00 AM - 11:30 AM

General Discussion -- WJC-N 4412

12:00 PM - 1:00 PM

National HQ & RG 1st Assistants VTC (Agenda Attached) -- DCRoomARN3330/DC-AR-OARM;
R4-RA-Conf-Rm/Sam-Nunn-Federal-Building-ATL

National Headquarters and Regional 1st Assistants Video-Teleconference

Agenda: TBD

For those who do not have a video connection, the Conference Line is

(b) (6) Conference Code (b) (6)

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be changed.

March 15, 2017 Continued

Wednesday

1:30 PM - 2:00 PM

General Discussion with Samantha Dravis -- WJC-N 3412

Sct: Tamika Burton (b) (6)

Attendees:

Mike Flynn

Samantha Dravis

4:00 PM - 4:30 PM

Weekly Check-in with Acting RA Anne Heard -- Teleconference

Sct: Tamika Burton

Teleconference line: (b) (6) code: (b) (6)

5:30 PM - 6:30 PM

National HQ & RG 1st Assistants VTC -- DCRoomARN3330/DC-AR-OARM;

National Headquarters and Regional 1st Assistants Video-Teleconference

Please note this is the second meeting for today. It is scheduled for 5:30 PM EST - Wednesday, March 15th.

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

March 15, 2017 Continued

Wednesday

Please contact (b) (6) if the listed VTC room needs to be changed.

March 16, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:30 AM - 10:00 AM

Weekly Check-in with Acting RA Cecil Rodrigues -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 4:00 PM

(b) (6)

1:00 PM - 1:45 PM

Lab Workgroup Charge -- DCROOMWJCN3330Q

Teleconference Line: (b) (6) / Conference Code: (b) (6)

2:30 PM - 3:00 PM

Executive and Administrative Weekly meeting -- WJC-N 3412

4:00 PM - 5:00 PM

OHS General -- John's Office

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this

March 16, 2017 Continued

Thursday

time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

4:45 PM - 5:00 PM

General discussion with Jared -- WJC-N 3412

March 17, 2017

Friday

All Day

CWD

8:30 AM - 4:00 PM

Out of the Office

Schaeffer – 9:30 am

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 11:00 AM

Scheduling Meeting (Small Group) -- Administrator's Office

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 18, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 19, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 20, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

March 20, 2017 Continued

Monday

11:00 AM - 11:30 AM

General discussion: Priority Briefings -- WJC-N 3412

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:00 PM

Senior Staff Meeting -- Alm Conference Room

SCT: Denise Anderson, (b) (6)

NOTE: Due to space constraints, please contact Denise Anderson before forwarding or inviting additional meeting attendees.

Conference Line: (b) (6) / Access Code: (b) (6)

2:30 PM - 3:00 PM

Weekly Check-in with Acting RA Bob Kaplan -- Teleconference

SCT: Tamika Burton

(b) (6) code: (b) (6)

4:00 PM - 5:00 PM

Scheduling Committee -- ROOM 3415

4:30 PM - 5:00 PM

Weekly Check-in

SCT: Tamika (b) (6)

Please call-in

5:30 PM - 5:45 PM

Meeting with Mike Flynn/Tom Brennan -- WJC-N 3412

March 21, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:00 AM - 10:30 AM

General with Sandra Connors -- WJC-N 3412

March 21, 2017 Continued

Tuesday

12:00 PM - 1:00 PM

**National HQ & RG 1st Assistants VTC (Agenda Attached) -- DCRoomARN3330/DC-AR-OARM
National Headquarters and Regional 1st Assistants Video-Teleconference**

Agenda: TBD

For those who do not have a video connection, the Conference Line is

(b) (6) Conference Code (b) (6)

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be changed.

1:20 PM - 2:05 PM

Internal Superfund Meeting -- Administrator's Office

Topic: Superfund Sites

Location: Administrator's Office

Attendees: Admin Pruitt, Ryan Jackson, Berry Breen, James Woolford, Mike Flynn, Byron Brown, Cyndy Mackey, Larry Starfield, Nigel Simon, Silvina Fonscea

March 21, 2017 Continued

Tuesday

2:30 PM - 3:00 PM

Weekly Check-in with Region 7 Acting RA Ed Chu -- via personal Tandberg
Sct: Tamika Burton

Call-in: (b) (6) code: (b) (6)

4:00 PM - 4:30 PM

Weekly Check-in with ARA Debra Thomas -- Teleconference
Sct: Tamika Burton

(b) (6) code: (b) (6)

March 22, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 9:30 AM

Weekly General check-in Region 1 - Deb Szaro -- Teleconference
Sct: Tamika Burton

(b) (6) code: (b) (6)

10:00 AM - 10:30 AM

General Discussion
Meet at Timgad

10:30 AM - 11:00 AM

General with Reggie Allen -- WJC-N 3412

11:30 AM - 12:00 PM

General with Sandra Connors -- WJC-N 3412

12:00 PM - 1:00 PM

National HQ & RG 1st Assistants VTC (Agenda Attached) -- DCRoomARN3330/DC-AR-OARM
National Headquarters and Regional 1st Assistants Video-Teleconference

Agenda:

Please contact (b) (6) by 11:00 AM EST for Audio Line if unable to attend by VTC, or if the listed VTC room needs to be changed.

March 22, 2017 Continued

Wednesday

HQ VTC Meeting Room: WJC-N 3346

HQ: OARM DC WJCN Room 3346 (3330 Mobile)

RG VTC Rooms:

R1: R01 Boston Mt Belknap

R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

1:30 PM - 2:00 PM

General Discussion -- WJC-N 3412

3:00 PM - 3:30 PM

Meeting Re: Metrics -- WJC-N 3412

Ct: Sheila Benson

SCt: Denise Anderson

Staff:

David Bloom

Howard Osborne

John Hall

March 22, 2017 Continued

Wednesday

4:00 PM - 4:30 PM

Weekly Check-in with Acting RA Anne Heard -- Teleconference

Sct: Tamika Burton

Teleconference line: (b) (6) code: (b) (6)

March 23, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:30 AM - 10:00 AM

Weekly Check-in with Acting RA Cecil Rodrigues -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

11:00 AM - 11:30 AM

General discussion with Kenneth Wagner -- WJC-N 3412

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 1:30 PM

Weekly Check-in with Acting RA Michelle Pirzadeh - Region 10 -- Teleconference

Sct: Tamika Burton, (b) (6)

Teleconference line: (b) (6) code: (b) (6)

2:30 PM - 3:00 PM

Executive and Administrative Weekly meeting -- WJC-N 3412

3:00 PM - 3:30 PM

Personnel Discussion -- 3402 WJC-N

4:00 PM - 4:30 PM

OHS General -- John's Office

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this

March 23, 2017 Continued

Thursday

time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

4:30 PM - 5:15 PM

Conference Call East Chicago: Response to Petition for Emergency Action - Dial in # (b) (6) (b) (6) code (b) (6) -- 3415 WJC-N

March 24, 2017

Friday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 10:00 AM

Hold

10:30 AM - 11:30 AM

E-Enterprise --One on One Call w/Mike Flynn -- Tom to initiate call at (b) (6)

Lesley,

Mike Flynn is available on Friday, March 24th between 9-1:30 and after 4:00 pm. Thanks

Denise L. Anderson

Office of the Administrator

Desk: (b) (6)

Cell: (b) (6)

(b) (6)

http://www.sheehan.com/images/logos/Manchester_NT.jpg

SHEEHAN PHINNEY BASS & GREEN PRIVILEGED AND CONFIDENTIAL: This electronic mail transmission is privileged and confidential and is intended only for the review of the party to whom it is addressed. If you have received this transmission in error, please notify the sender immediately by reply e-mail and delete the transmission. Unintended transmission shall not constitute waiver of the attorney-client or any other privilege.

12:30 PM - 1:00 PM

Executive time: Do Not schedule

12:45 PM - 1:30 PM

Strategic Plan/Metrics -- 3400 WJC-N

*Meeting is now being held!

3:00 PM - 3:30 PM

Weekly Check-in with Acting RA Alexis Strauss -- Teleconference

Sct: Tamika Burton

(b) (6)

code: (b) (6)

March 24, 2017 Continued

Friday

4:00 PM - 4:30 PM

Wind River Rehearing -- WJC-N 3412 (Changed Location)

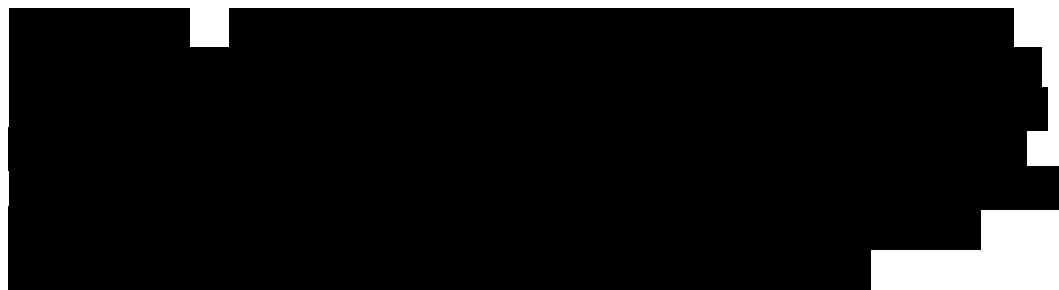
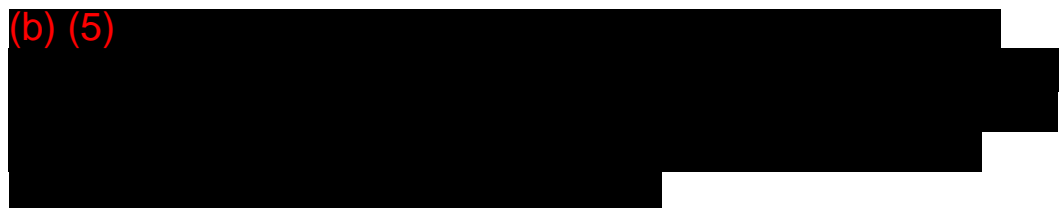
Sct: Tamika Burton, (b) (6)

Teleconference: (b) (6) code: (b) (6)

Requesting Office: Office of General Counsel, joined by OITA, OAR and Region 8

Title of the Meeting: Wind River Rehearing

(b) (5)



March 25, 2017

Saturday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 26, 2017

Sunday

12:30 PM - 1:00 PM

Executive time: Do Not schedule

March 27, 2017

Monday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

March 27, 2017 Continued

Monday

11:00 AM - 11:30 AM

General discussion with Steve Fine -- WJC-N 3412

Sct: Tamika Burton, (b) (6)

11:30 AM - 12:00 PM

Weekly Check-in with Acting RA Bob Kaplan -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 2:00 PM

Senior Staff Meeting -- Alm Conference Room

SCT: Denise Anderson, (b) (6)

NOTE: Due to space constraints, please contact Denise Anderson before forwarding or inviting additional meeting attendees.

Conference Line: (b) (6) / Access Code: (b) (6)

3:00 PM - 3:30 PM

EMC Planning Meeting -- DCROOMWJCN3330Q

4:00 PM - 4:30 PM

Closing Remarks: CDP Group -- WJC East B314

Getting started

Monday, March 27

8:00 am – 11:00am Welcome & Introduction of Candidates

Lynn McPheeters

Dean, DOI University

This is an interactive session to meet the SESCDP Cohort 2018 participants and the SESCDP team.

11:00 am – 11:15 pm

Break

March 27, 2017 Continued

Monday

11:15 am – 12:45 am Mentor/Mentee Training

Lynn McPheeters

Dean, DOI University

Mentors and mentees will be trained together on the SESCO requirements, schedule of the core sessions, and the major milestones.

12:45 pm – 1:45 pm LUNCH

1:45 pm – 2:00pm Break and Class Photo

2:00pm – 4:00pm SESCO Alumni Roundtable

Tanya Mottley, EPA

Quentin Jones, EPA

Raffael Stein, EPA

Sara Meyers, HUD

Matt Costello, DOI

Karis Graham, DOI

Alumni from recent SESCO Classes share their experiences and provide insight into successful completion of the SESCO.

4:00 pm – 4:30 pm Wrap-Up of the Day

Overview of the Week

Lynn McPheeters Mike Flynn

Donna J Vizian

Dean, DOI University Acting Deputy Administrator Acting Assistant

Administrator

Office of Administration and Resources Management

5:00 PM - 5:30 PM

Weekly Check-in

Sct: Tamika (b) (6)

Please call-in

March 28, 2017

Tuesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:00 AM - 9:30 AM

Weekly Check-in with Region 2 RA Catherine McCabe -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

12:00 PM - 12:30 PM

National HQ & RG 1st Assistants VTC (Agenda Attached) -- DCRoomARN3330/DC-AR-OARM

National Headquarters and Regional 1st Assistants Video-Teleconference

Agenda: TBD

For those who do not have a video connection, the Conference Line is

(b) (6) Conference Code (b) (6)

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HQ: OARM DC WJCN Room 3346 (3330 Mobile)

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R2: Enck, Judith GCI

R3: R3 RA Meeting Room

R4: R4 Boardroom 14T63

R5: R5 Room 1941 GCI

R6: R6 RA Conf Rm

R7: R7RA-SX20

R8: R8 RA Office

R9: R9 SF Big Pine 19333

R10: R10 Seattle 21 RA Conf Room (Tahoma)

Please contact (b) (6) if the listed VTC room needs to be

March 28, 2017 Continued

Tuesday

changed.

12:30 PM - 1:00 PM

Executive time: Do Not schedule

4:00 PM - 4:30 PM

Weekly Check-in with ARA Debra Thomas -- Teleconference
Sct: Tamika Burton

(b) (6) code: (b) (6)

5:30 PM - 6:30 PM

(b) (6)

March 29, 2017

Wednesday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

11:00 AM - 11:30 AM

Strategic Plan/Performance and ERM Follow-up - briefing added* -- WJC-N 3412

Sct: Tamika, (b) (6)

Requesting Office: OCFO/IO David Bloom/Howard Osborne

Title of the Meeting: Strategic Plan/Performance and ERM Follow-up

Purpose: Outline approach for the EMC Performance Measures agenda topic.

Role of the Deputy Administrator: To obtain the Acting Deputy's feedback on the strategic plan and the approach for developing performance metrics.

Background: The EMC Performance Measures discussion links to the development of the Agency Strategic Plan and the development of measures to support the Administrator's priorities. The proposed

March 29, 2017 Continued

Wednesday

approach for the EMC discussion is designed to obtain input from career senior leaders on the most important agency performance measure areas that support the Administrator's priorities and help drive performance. This discussion follows the March 24 meeting with the Chief of Staff which requested gaining assistance in obtaining the Administrator's approval of the draft priorities.

Last possible date for the meeting: Wednesday, March 29, 2017 at 11:00 a.m.

Is the meeting urgent and if so, why?:

Requested Time Length: 30 minutes

EPA Staff (Required): Mike Flynn, David Bloom, Howard Osborne, Kathy O'Brien, Malena Brookshire

11:30 AM - 12:00 PM

Weekly General check-in Region 1 - Deb Szaro -- Teleconference
Sct: Tamika Burton

(b) (6) code: (b) (6)

12:00 PM - 12:30 PM

Discussion: EMC Planning -- WJC-N 3412
Sct: Tamika Burton, (b) (6)

12:30 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 1:30 PM

General discussion with Susan -- WJC-N 3412

3:30 PM - 4:00 PM

Weekly Check-in with Region 7 Acting RA Ed Chu -- Teleconference
Sct: Tamika Burton

Call-in: (b) (6) code: (b) (6)

4:00 PM - 4:30 PM

Weekly Check-in with Acting RA Anne Heard -- Teleconference
Sct: Tamika Burton

Teleconference line: (b) (6) code: (b) (6)

4:30 PM - 5:00 PM

General Discussion with Donna Vizian -- WJC-N 3412

March 29, 2017 Continued

Wednesday

6:00 PM - 6:30 PM

Discussion on EMC -- 3402 WJC-N

March 30, 2017

Thursday

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

9:30 AM - 10:00 AM

Weekly Check-in with Acting RA Cecil Rodrigues -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

10:00 AM - 12:00 PM

REMINDER: MANDATORY AO Manager's Forum for AO's First-Line Managers and Supervisors -- WJC North 3530; Dial-In #: (b) (6) Conf ext code: (b) (6); Participant Code: (b) (6)

REMINDER: This session is for AO's First-Line Supervisors (Permanent and Acting).

These sessions are held on a quarterly basis.

Featured topics will include:

- Preparing for the FY 2017 PARS Performance Discussions with Employees – featuring a Q & A session with Nicole Patterson, AO's LER Specialist
- Update: EPA's First-line Supervisor Advisory Group (FLAG) – featuring Kevin DeBell, AO's FLAG representative.

If you have suggestions for topics and potential speakers, please send these to Brian Twillman.

March 30, 2017 Continued

Thursday

10:00 AM - 10:30 AM

Weekly General Discussion -- WJC-N 3412

11:00 AM - 11:30 AM

FY 18 Matters -- 3402 WJC-N

11:30 AM - 12:00 PM

EPA EELC Members Prep Meeting for April 5, 2017 - Room update** -- WJC-N 3415

Sct: Tamika Burton, (b) (6)

Teleconference line: (b) (6) code: (b) (6)

Title of the Meeting: EPA EELC Members Prep Meeting for April 5, 2017

Purpose: The purpose of this meeting is to gather the EPA members of the E-Enterprise Leadership Council (EELC) and review the agenda for the upcoming joint (EPA, State and Tribal) EELC meeting on April 5, 2017. A key agenda item of the joint meeting is Session #3 "EPA, State, Tribal Priorities and Joint Planning on EELC 2017-2018 Priority Areas" which is intended to be short presentations by the states, tribes and EPA, followed by a joint discussion of all EELC members.

Role of the Deputy Administrator: To lead a discussion of EPA's priorities at the EPA-only meeting, and subsequently lead a presentation of EPA's priorities at the EELC face to face meeting on April 5th.

Background: This will be the first meeting of the EELC since its governance Charter was revised to fully include tribal participation. In addition, this will be the first opportunity to discuss priorities of EPA, States, and Tribes since the change in Administration.

12:00 PM - 1:00 PM

Executive time: Do Not schedule

1:00 PM - 1:30 PM

Weekly Check-in with Acting RA Michelle Pirzadeh - Region 10 -- Teleconference

Sct: Tamika Burton, (b) (6)

Teleconference line: (b) (6) code: (b) (6)

2:30 PM - 3:00 PM

Executive and Administrative Weekly meeting -- WJC-N 3412

2:30 PM - 3:00 PM

Weekly Check-in with Acting RA Alexis Strauss -- Teleconference

Sct: Tamika Burton

(b) (6) code: (b) (6)

March 30, 2017 Continued

Thursday

4:00 PM - 5:00 PM

OHS General -- Mike's Office -3412

Mike, John, Mario and Eileen –

I propose, given my quick review of current calendars, that we hold the **OHS General at 4-5 p.m. each Thursday, starting this Thurs., 1/26**, in John's office, for the next couple months.

We can reschedule this regular meeting, if the new Administration prefers this time slot for other matters, and cancel individual sessions if there's no reason to meet in a particular week.

Dave

(b) (6)

March 31, 2017

Friday

All Day

CWD

8:30 AM - 9:00 AM

Daily Meeting w/Special Assistants -- 3412 WJC-N (Mike's Office)

Call In # (b) (6) / Code (b) (6) / Participant code: (b) (6)

10:30 AM - 11:30 AM

EELC Tri-Chair EELC Meeting and Session #3 coordination -- Dial-in: (b) (6) (b) (6) / Passcode: (b) (6)

Dear all,

This is just to confirm that this call will take place as initially scheduled, on **March 31, from 10:30 – 11:30 ET.**

Call-in logistics:

- Dial-in: (b) (6) (b) (6)
- Passcode: (b) (6)

Thank you for your availability,

Dana

Dana Stefan | Research Associate
Ross Strategic | 1218 3rd Ave, Suite 1207, Seattle WA 98101
Desk: (b) (6) | Cell: (b) (6)

(b) (6) | <http://rossstrategic.com>

March 31, 2017 Continued

Friday

Dear all,

I would like to tentatively schedule the coordination call with the EELC Tri-Chairs for **March 31, from 10:30 – 11:30 ET**. I am waiting to hear from Micco if this time would work for him, but in the meantime please hold this time in your calendars.

Call-in logistics:

- Dial-in: (b) (6) (b) (6)
- Passcode: (b) (6)

Thank you very much,

Dana

Dana Stefan | Research Associate
Ross Strategic | 1218 3rd Ave, Suite 1207, Seattle WA 98101
Desk: (b) (6) | Cell: (b) (6)

(b) (6) | <http://rossstrategic.com>

12:30 PM - 1:00 PM

Executive time: Do Not schedule

3:30 PM - 4:00 PM

General Discussion with Mike -- 3402 WJC-N